

St George's Junior Doctors Forum

Tuesday 20th June 2017 12:45-14.00

Venue: GV2.019, SGH

Present	Genevieve Shouls (GS)	CMT Cardiology
	Ami Stokes (AS)	BMA
	Sunil Dasan (SD)	Guardian of Safe Working
	Rob Seal (RS)	GP Lead
	Naula Nari	Paeds SpR
	Joao Albuquerque (JA)	Consultant AMU
	Gemma Casey (GC)	Service Manager AMU
	Sarah Goodby (SG)	Specialty Manager AMU
	Emma Barrett (EB)	Medical Staffing
	Robert Bramwell (RB)	PGME/Medical Staffing
	Claire Low	Medical Staffing
	Zoe Laker	Medical Staffing

1) Welcome, Apologies and Introduction by GS

2) Minutes of Previous meeting:

- No matters arising from previous minutes

3) Report from the Guardian of Safe Working (SD)

- Quarterly and annual report submitted to workforce education committee. Details of fines and gaps not included in **Trust Annual Financial Report and Quality Account** due to an oversight by the Trust but will be included in future reports.
- Medi-rota – the software has been purchased and hopefully rolled out at the end of 2017. Medi-rota helps with rota gap information
- Surgical exception reports have decreased and medicine reports have increased.
- Some trainees still not comfortable to exception report
- No ER from Paediatrics, Surgery, and Psychiatry
- Some Educational supervisors to complete ERs and get trainees to agree – 44 ERs waiting for trainees to agree.
- GP ENT has some rota issues. As a result, ENT will be invited to the next forum.
- Sunil has been travelling around South London (Roehampton, SGH, Bexley) speaking with GP trainees. On a whole, no major issues were highlighted
- ENT will have one consultant allocated as Educational Supervisor for all trainees for ER purposes

4) Report from General Medicine (JA, GC, SG)

- Average weekly hours were quite high (47hrs)
- F1 rota re-designed from scratch – hours are much lower
- Non-Acute ST4+ rota has been re-done
- Annual & Study leave – trainees to give 6 weeks' notice when requesting leave and responsibility rests with trainees to swap OOHs. SD recommended including study days into the weekly departmental rota though not built into the main template.
- Trainees should ER if they are not being released for fixed teaching. Fixed teaching should always be accommodated where possible.
- TOIL to be given to trainees on Rodney Smith ward
- Night cover required for STJ and Lanesborough Wings due to rota gaps. STJ is now on the Trust risk register as a result of these issues. Renal team is currently helping with cross cover on LW.

5) Medical Staffing Update – EB

- It's been a challenge to obtain information from HEE. This has been escalated from various teams.
- No offers or work schedules have been sent out yet due to the lack of information but work schedules are currently being populated with the information already received.
- Medical staffing team is currently under resourced but plans are in place to recruit additional team members.
- GP data is still sketchy. Hopefully by the end of June/early July, work schedules will be sent out.
- The intention is to send out all the paperwork at once, i.e. work schedules, cash floors and contracts.
- Rotas compliance checks for August are almost complete
- GP work schedules are currently being done. Offers letters will go out first with other information to follow.
- Exception Report policy is almost complete. Claire Low to send policy to Sunil for review before sending for final approval.

6) St George's Trainees' Feedback

- Paediatric trainees don't know how to ER and some do not have login details to the system (trainees asked to contact Medical Staffing for logins) Sunil has agreed to attend one of their upcoming teaching days to educate Paediatric trainees on how to ER

7) **GP trainees update (RS)**

- Relay any pattern issues to Rob Seal so Practices and trainees can be emailed
- Rob Seal suggested that joint communication from GP/BMA/SGH should go out to GP trainees to reassure and update them on the reasons for the delay with paperwork etc...
- Contract wording on teaching days to be communicated back to Rob (trainees should be released for all training)

Action: Emma to check on contract wording for Rob

- No updates on indemnity – BMA has a meeting with HEE this week.

8) **LNC Update**

- No LNC update

9) **AOB**

- Guardian of safe working email created and will be issued to trainees
GuardianofSafeWorking@stgeorges.nhs.uk
- Suggestion made to consider setting up an exception reporting inbox
- Current chair (Gen) will leave soon, so forum is seeking to appoint a replacement from August

Next Meeting – 20th July, 2nd Floor Grosvenor Wing (Room G2.9) at 4pm